### KEYC EEO PUBLIC FILE REPORT

December 1, 2020 - November 30, 2021

#### I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Reporter/MMJ	1, 2, 3	2
AM Producer/Reporter	1, 2, 3, 4	2
Office Manager	1, 2, 5	2
News Content Manager	1, 2, 3, 4, 5	5
Producer/Reporter	1, 2, 5	2
Photojournalist/Editor	1, 2, 4, 5	1
Digital Content Producer	1, 2, 3, 5	2
AM Producer/Reporter	1, 2, 3	2
Chief Engineer	1, 2, 5	1
Account Executive (2)	1, 2	1, 2
MMJ/Reporter	1, 2, 3, 5	3
MCO	1, 2, 5	5
Director	1, 2	1

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# II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Indeed	N	14
	www.indeed.com		
	Web based jobsite		
2	Gray Television	N	29
	Tallahassee, FL		
	<u>hr@gray.tv</u>		
3	Handshake	N	
	www.joinhandshake.com		
	Web based jobsite for local colleges		
4	Broadcast Employment Services	N	
	Mark Kennedy		
	PO Box 4116		
	Oceanside, CA 92052		
	760-754-8177		
5	KEYC News Now internal posting	N	4
TOTAL INTERVIEWEES OVER REPORTING PERIOD			47

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## III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Mentoring	KEYC's General Sales Manager, National Sales Manager, and Digital Sales Manager mentored six Account Executives to increase sales and knowledges of products.
2	DEI/Racial Equity Training	From May 11 – June 10 <sup>th</sup> 2021, our Office Manager participated in DEI/Racial Equity Training with The Adaway Group. Information covered in this training included: how biases influence interaction and decision making and ways to mitigate them, how to identify and avoid implicit bias and microagression in media, how to champion equity and inclusion, handling conflict, how to avoid common faux pas made regarding: gender language, race, class and ability, how to apologize effectively.
3	Careers in television	From August through December 2021, one of our Anchoring Reporter spoke to three classes at Minnesota State University, Mankato about mass media.
4	Careers in television	On November 18, 2021, KEYC's News Director, Anchor Reporter, and Reporter visited Waterville-Elysian-Morristown High School to speak with 9-12 <sup>th</sup> graders about careers at a television station.